Agrimark Operations Namibia is an established agricultural service group with 25 branches across Namibia. We provide an array of products and services to a diverse customer base that include agricultural producers, businesses and the general public.

STOCK CONTROLLER – AGRIMARK STAMPRIET

Job Grade : B4

The purpose of the position is to track stock levels and ensure that the supplies are sufficient to meet customers' demands.

Key responsibilities include:

- Forecasting supply and demand to prevent overstocking and running out of stock
- Track orders and address delays
- Completing the required paperwork when ordering and receiving stock
- Comparing items received against items ordered
- Implementing or improving processes and procedures concerning stock management
- Ensure no expired stock in stores and on shelves
- Reducing redundant stock levels
- Eliminating out of stock
- Identify slow-moving stock
- Compiling daily reports and addressing inventory discrepancies
- Maintain records of pricing, purchases, and other relevant information
- Performing random checks and audits
- Ensure the correct packing and unpacking of stock
- Any stock deviations must be handled and reported
- Assist with stock-taking on a daily, weekly, and monthly basis
- Prompt and effective customer service at the first point of contact
- Ad hoc and various tasks in line with the scope and duties of this position

Qualifications, Knowledge and Skills Required:

- A valid grade 12 (with at least 23 points)
- A two-year relevant tertiary education would be an advantage
- At least 2-3 years experience in an agriculture, commerce, wholesale, or retail environment
- Specific knowledge of farming equipment and agricultural products
- Knowledge and understanding of the needs of agricultural producers
- Exposure to - and experience with working on the Agri SMART system would be an advantage
- Good presentation and interpersonal skills
- Proven computer skills with an excellent command of written and spoken English and Afrikaans
- Attention to detail, a reliable and accurate person
- Familiarity with inventory management systems
- Namibian citizenship with a friendly disposition and ability to function well under pressure

Agrimark Operations Namibia subscribes to the principles of Employment Equity, and therefore, previously disadvantaged people, women and people with disabilities are encouraged to apply.

Interested candidates can apply by sending an email: hradmin*@agrimark.com.na*
Closing date: 23 April 2026.

Only shortlisted candidates will be contacted, thus, if you are not contacted within 3 weeks after the closing date, you must accept that your application was unsuccessful.